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OFFICE OF STRATEGIC SERVICES

Washington, D. C.

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ISSUED: 26 December 1944
EFFECTIVE: 26 December 1944

LIST S.

1. The organization chart attached hereto and dated 26 December 1944, is hereby approved. Directive JCS 155/11/D (referred to in this order as the "basic directive") designates the Office of Strategic Services as the agency of the Joint Chiefs of Staff charged with the functions and duties described therein. Conforming to the basic directive, the several branches and offices of OSS shall, effective 26 December 1944, be organized and operate as indicated on said chart and as set forth in this Order.

2. Definition of Strategic Services

As used in this Order and as defined by the Joint Chiefs of Staff in the basic directive the term "strategic services" includes all measures (except those pertaining to the Federal program of radio, press, publication and related foreign propaganda activities involving the dissemination of information) taken to enforce our will upon the enemy by means other than military action, as may be applied in support of actual or planned military operations or in furtherance of the war effort.

3. Assistant Directors

There shall be a First Assistant Director and a Second Assistant Director. The Assistant Directors shall have authority to act for the Director in all matters except as the Director

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may otherwise specify. The First Assistant Director shall be second in command and at such times as the Director may be unable to act, by reason of absence or otherwise, shall be the Acting Director, with all powers of the Director. The Second Assistant Director shall be third in command and at such times as the Director and the First Assistant Director may be unable to act, by reason of absence or otherwise, shall be the Acting Director, with all powers of the Director.

Any existing order or regulation which refers to "the Assistant Director" shall be deemed to refer to either Assistant Director.

4. Strategic Services Planning Group

The Strategic Services Planning Group is responsible for:

- (1) Supervising and coordinating the planning and execution of programs for strategic services activities.
- (2) Integrating major projects and plans for strategic services with military and naval programs.
- (3) The development of strategic services doctrine.

5. Strategic Services Planning Staff

The Strategic Services Planning Staff shall report to the Strategic Services Planning Group and shall be responsible for:

- (1) Initiating plans and programs of offensive and defensive strategic services.

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- (2) Developing, in conjunction with the planning offices of the operating branches concerned, all plans, programs and doctrine pertaining to strategic services activities originating in OSS, Washington.

6. Advisory Committee

The Advisory Committee is responsible for:

- (1) Considering matters pertaining to strategic services which affect the respective agencies represented on the Committee.
- (2) Advising the Strategic Services Planning Group as to the manner in which agencies represented on the Committee can be of assistance in insuring the success of strategic services plans.
- (3) Proposing to the Strategic Services Planning Group such matters as in their opinion may be of use in strategic services activities.

7. Executive Officer

The Executive Officer shall be the general assistant to the Director. He shall be responsible for:

- (1) Placing before the Director matters requiring his attention, decision, or further action.
- (2) The expedition and follow-up, through the appropriate branches and offices in accordance with [REDACTED] [REDACTED] of current orders and decisions of the Director.
- (3) The execution, for the Director, of such instruments and documents as the Director may from time to time

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The Executive Officer shall be assisted by an Assistant Executive Officer who shall exercise all of his powers in the absence of the Executive Officer. The Executive Officer shall also be assisted by the Executive Staff of which he shall be the head. The Executive Staff shall comprise, in addition to the Executive Officer's immediate assistants, the Secretariat, the Registry (reporting directly to the Secretariat) and the Field Section.

8. Secretariat

The Secretariat shall be responsible for:

- (1) Providing the channel for all papers requiring the signature or approval of the Director or either of the Assistant Directors; a review of such matters to insure that they are in proper form and that the necessary information is available for decision; and, after final decision, notice of action taken or to be taken thereon.
- (2) Redistribution of all incoming and outgoing pouch material and supervising the dispatch of outgoing material.
- (3) Obtaining or preparing for the Director a monthly report of the major activities of this agency and such other special reports as he may direct, and reviewing all reports on OSS activities which may be prepared by any branch or office of OSS for outside dissemination.

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- (4) Maintaining the files and records of the Director's Office, including complete files of all JCS directives and orders, and other basic OSS documents and papers.
- (5) The distribution of cables to the branches and offices in OSS Washington Headquarters.
- (6) In conjunction with the Field Section, informing the heads of the field units of OSS of major developments in the United States and in the several theaters, a knowledge of which is necessary to enable them to perform their prescribed functions.

9. Field Section

The Field Section of the Executive Staff shall be responsible for:

- (1) Assisting the Executive Officer in carrying out such of his duties for the Director as pertain to the several theaters.
- (2) Acting as the rear echelon of the Strategic Services Officers and Chiefs of Mission at OSS Washington Headquarters in all matters except those pertaining to the individual branches and offices.
- (3) Maintaining liaison with the corresponding theater sections of the Operations Division, War Department.
- (4) Keeping currently informed of all developments in the theaters of operation and advising the Director, the Assistant Directors and Executive Officer with respect thereto.

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- (5) Performing such special tasks relating to theaters of operations as may be assigned by the Director, either of the Assistant Directors or the Executive Officer.
- (6) Initialing before transmission all outgoing cables other than those dispatched or approved by the Director, either of the Assistant Directors, Executive Officer, or the Chief of the Secretariat.

10. The Registry

The Registry shall report directly to the Secretariat.

It will perform the following services for

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- (1) Maintaining and controlling central records and files of communications and reports on intelligence and operations.
- (2) Establishing and maintaining in OSS, Washington, and in the field offices and missions of OSS, uniform registry records and registry filing systems of communications and reports on intelligence and operations.
- (3) Assigning code names and numbers to secret operations and operatives of OSS.

11. OSS Inspector General

The OSS Inspector General shall be responsible for:

- (1) Inquiring into and reporting upon all matters which affect the efficiency and economy of OSS operations in the Continental United States and theaters of operations.

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- (2) Assisting the various Branch heads, Strategic Services Officers and Chiefs of Missions in the performance of their duties by supplying information when appropriate, by recognizing and reporting meritorious conduct in performance of duty and by recommending ways and means to improve conditions.
- (3) Making such inspections, investigations and reports and performing such other duties as may be prescribed by the Executive Officer or the Director.

12. Special Assistants and Representatives

Such personnel shall perform duties as assigned by the Director or either of the Assistant Directors.

13. Office of General Counsel

The Office of General Counsel shall be responsible for:

- (1) Preparing and reviewing, before any commitment is made, all contracts, agreements, leases, and other legal papers to which OSS is a party.
- (2) Rendering legal advice and handling legal matters pertaining to all phases of operations of OSS.
- (3) Advising and assisting the Special Funds Branch in ascertaining and determining proper procedures with respect to Special Funds to insure that proper and accurate accounting of expenditures is maintained.

14. Board of Review

The Board of Review shall advise the Director with respect to the formulation of policies for, and the direction of,

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all OSS finances both in Washington and in the field. It shall study, review and make recommendations with respect to:

- (1) All financial controls, records and accountings, as it may deem necessary.
- (2) All proposed expenditures of unvouchered OSS funds requiring the approval of the Director or Assistant Director; and
- (3) Such other matters pertaining to OSS finances as the Director may approve.

The Board of Review shall consist of three members, to be assisted by the General Counsel.

15. Special Funds Branch

The Special Funds Branch shall be responsible to the Director for the custody, use of and accounting for special funds.

16. Communications Branch

In accordance with the provisions of paragraph 9 of the basic directive, the Communications Branch shall be responsible for the planning, organization and operation of essential communications required for field and training activities in connection with approved projects. It shall also be responsible for furnishing instructors and trained personnel and the development of equipment and material, for the performance of their duties.

17. Office of Research and Development

The Office of Research and Development is responsible for:

- (1) The progressive and orderly development, in accordance with paragraph 7 of the basic directive, of operating

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procedure and the characteristics of special weapons and equipment for special operations not assigned or pertinent to other U.S. Government agencies.

- (2) The collection, from all possible sources, of clothing and accessories used for travel or residence in enemy-occupied or neutral territory and providing the above facilities and information regarding them to appropriate branches and offices of OSS.
- (3) The camouflage of personal accessories and of devices and equipment needed for special operations.
- (4) Sole liaison with the OSRD and with other related government departments on all matters relating to the functions of the Office of Research and Development.
- (5) The collection, tabulation and dissemination of information regarding all types of equipment, whether developed within or without the agency, which would be of use in the operation of OSS.

18. Chief Surgeon

The Chief Surgeon shall be responsible for:

- (1) Providing medical care for Army, Navy, Marine Corps, Coast Guard and special funds personnel of OSS.
- (2) Requisitioning all medical personnel, equipment, and supplies necessary for providing medical services for all authorized OSS activities.
- (3) Training medical personnel for all authorized activities of OSS.

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- (4) Advising and assisting in determining the medical needs of resistance groups and in the procurement and distribution of suitable medical supplies to such resistance groups.
- (5) Collecting medical intelligence, in cooperation with SI, by such means as may be appropriate.

19. Deputy Director - Schools and Training

The Deputy Director - Schools and Training shall be responsible for supervising and coordinating all training activities of OSS.

20. Schools and Training Branch

- (a) Under the general supervision of the Deputy Director - Schools and Training, the Schools and Training Branch will be responsible to the Director for providing and operating facilities in the continental United States and in overseas theaters for instruction and training of all OSS personnel, including instruction in Secret Intelligence, Strategic Services Operations, Communication and Maritime Operations and tactics.
- (b) The Chief, Schools and Training Branch will be aided by the OSS Training Board, whose responsibility will be to formulate training plans and to direct the Chief, Schools and Training Branch, on all training matters.

Membership of the Board will include:

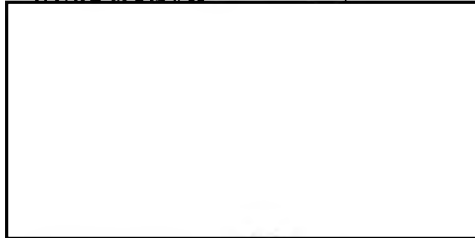
Deputy Director - Schools and Training, Chairman
Chief, Schools and Training Branch, ex officio
Deputy Director - Personnel
Deputy Director - SSO

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Deputy Director - Intelligence
Chiefs or Deputy Chiefs of following Branches and Offices
Operational Groups



Planning Staff

The Training Board will meet at the call of the Chairman.

- (c) With respect to military personnel of the Schools and Training Branch, including training cadres, instructors, students, trainees and members of station complements, the Commanding Officer, Headquarters and Headquarters Detachment, OSS, will continue to exercise the normal command functions and be responsible for discipline, records and other administrative matters. However, for the purpose of carrying out the instruction and training objectives of the Schools and Training Branch, the Commanding Officer, Headquarters and Headquarters Detachment, OSS, will delegate operational command over military personnel of the Schools and Training Branch and over all training areas to the Chief, Schools and Training Branch.

21. Headquarters and Headquarters Detachment, OSS

All commissioned and enlisted personnel of the Army, now or hereafter assigned to the Office of Strategic Services, will be assigned to Headquarters and Headquarters Detachment, OSS. Military personnel will be assigned for duty with the several branches

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The Commanding Officer, Headquarters and Headquarters Detachment, OSS, shall be responsible for:

- (1) Such liaison between OSS, the War Department and the Army as the Director may order.
- (2) Maintaining a central office of records and administration for all military personnel assigned to OSS.
- (3) Preparing travel and leave orders for military personnel assigned to OSS.
- (4) Training, administration, and requisitioning supplies for Headquarters and Headquarters Detachment, OSS.

22. Deputy Director - Personnel

The Deputy Director - Personnel shall be responsible for:

- (1) Establishing policies and procedures for personnel procurement and administration both in the continental United States and overseas.
- (2) Developing and maintaining a program of personnel relations to include specifically such subjects as welfare, morale, awards and decorations, and casualties.
- (3) Maintaining liaison with the Civil Service Commission and the War Manpower Commission.
- (4) Acting for the Director on all personnel matters except those which the Deputy Director - Personnel determines should be submitted to the Director for decision.
- (5) Supervising and directing the activities of the Personnel Procurement Branch and the Civilian Personnel Branch.

Matters relating to the OSS budget and budget control shall

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23. Personnel Procurement Branch

The Personnel Procurement Branch shall be responsible for:

- (1) Procuring through appropriate channels military, naval, and civilian personnel in response to requisitions from the several branches and offices of OSS and in accordance with job specifications furnished by the requisitioning branch or office.
- (2) Preparing requests for allotment of Army, Navy, Marine Corps and Coast Guard personnel and all reports and other data requested in connection with such allotments and sub-allotments thereof.
- (3) Establishing and maintaining sole liaison with the Secretariat, Joint Chiefs of Staff, and the appropriate agencies of the War Department with respect to the procurement of service personnel.
- (4) Insuring strict adherence to the personnel procurement policies of the Joint Chiefs of Staff and the various agencies of the War and Navy Departments, and other Government Agencies concerned.
- (5) Processing all personnel returning from overseas.
- (6) Determining the type of information to be supplied to Washington in connection with the reassignment or reassessment of personnel returning from overseas.

24. Civilian Personnel Branch

The Civilian Personnel Branch will be responsible for:

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- (1) The employment and classification of civilian personnel.
- (2) The maintenance of necessary records in connection with civilian personnel.

25. Naval Command, OSS

All commissioned and enlisted personnel of the Navy, Marine Corps, and Coast Guard now or hereafter assigned to the Office of Strategic Services, will be assigned to the Naval Command, OSS, and will be assigned for duty with the several branches and offices of OSS as directed by the Director. The Commanding Officer, Naval Command, OSS, shall be responsible for:

- (1) Maintaining liaison between OSS and the Navy Department.
- (2) Maintaining a central office of records and administration for all Navy, Marine Corps and Coast Guard personnel assigned to OSS.
- (3) The preparation of requests for domestic and foreign travel orders for Navy, Marine Corps and Coast Guard personnel; and, for such personnel as are attached to the Naval Command, the execution and issuance of all directive orders for domestic travel in accordance with the above basic orders.
- (4) The procurement of all Navy, Marine Corps and Coast Guard personnel, upon requisition forwarded by the Deputy Director - Personnel or the Personnel Procurement Branch.
- (5) Authorization of all leave, or changes of status, of Navy, Marine Corps and Coast Guard personnel.

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- (6) Negotiation of all transactions between Navy, Marine Corps and Coast Guard personnel and other Departments of the Government on matters pertaining to the Navy, Marine Corps and Coast Guard.

26. Security Office

The Security Office shall be responsible for:

- (1) The security of all OSS personnel, property and records.
- (2) The security of all areas, offices and buildings occupied by OSS.

27. Field Photographic Branch

The Field Photographic Branch shall be responsible for the production of all motion pictures required by OSS or which OSS is requested to produce.

28. Presentation Branch

The Presentation Branch shall be responsible for the production of all presentations, other than motion pictures, and for obtaining and distributing certain completed presentations, including motion pictures. At the direction of the office of the Director, it shall assist in the preparation of the factual content of motion pictures.

29. Deputy Director - Intelligence

The Deputy Director - Intelligence shall be responsible for supervising and directing the activities of the Secret Intelligence, X-2, Research and Analysis, Foreign Nationalities and CD Branches, and the maintenance of liaison for intelligence purposes between OSS, the War Department, and the Army.

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30. Secret Intelligence Branch

In accordance with the provisions of paragraph 3 of the basic directive, the Secret Intelligence Branch shall be responsible for:

- (1) The collection of secret intelligence by means of espionage and its evaluation and dissemination to authorized agencies.
- (2) The establishment and maintenance of direct liaison with Allied secret intelligence agencies.
- (3) Obtaining information from underground groups by direct contact or other means.

31. X-2 Branch

In accordance with the provisions of paragraph 3 of the basic directive, the X-2 Branch shall be responsible for the maintenance of counterespionage, including:

- (1) The collection of secret intelligence in all areas other than the Western Hemisphere by means of counter-espionage, and its evaluation and dissemination to authorized agencies.
- (2) The institution of such measures as may be necessary to protect OSS personnel and operations from enemy espionage and counterespionage activities.
- (3) Direct liaison and cooperation with military, naval and civilian counter-intelligence agencies of the United States and Allied Governments.

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- (4) The preparation of secret lists of subversive personalities in foreign areas for the theater commanders and such other governmental agencies as the Director may prescribe.

32. R&A Branch

With respect to the responsibilities of OSS to (1) furnish essential intelligence for the planning and execution of approved strategic services operations; and (2) furnish such intelligence as is requested by agencies of the Joint Chiefs of Staff, the armed services and other authorized Government agencies, the Research and Analysis Branch shall be responsible for the following, with no geographical restrictions placed on its functions:

- (1) Accumulation, evaluation and analysis of political, psychological, sociological, economic, topographic and military information required for the above.
- (2) Preparation of such studies embracing the foregoing factors as may be required.
- (3) Preparation of the assigned sections of Joint Army and Navy Intelligence Studies (JANIS), together with such maps, charts and appendices as may be required to accompany these sections.
- (4) Preparation of such maps, charts and illustrations as may be requested by the agencies of the Joint Chiefs of Staff and authorized agencies of the War and Navy Departments.

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33. Foreign Nationalities Branch

The Foreign Nationalities Branch shall be responsible for:

- (1) Maintaining, in consultation with the State Department, contact with foreign nationality groups and individuals in the United States for the purpose of obtaining information.
- (2) Analyzing, indexing and processing the information in forms appropriate for dissemination to the strategic services planning and operating branches of OSS, the State Department and other agencies of the Government requiring the information.

34. CD Branch

The CD Branch shall be responsible for the activities of the Radio Intelligence, Censorship and Documentary Intelligence Divisions.

The functions of the Radio Intelligence Division shall be:

- (1) The supervision and control of the radio intelligence activities known as [] 25X1
- (2) The supervision and control of the collection, processing and dissemination of radio intelligence received by the two radio stations maintained by OSS [] 25X1

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- (3) The establishment and maintenance of liaison with [] and (jointly with
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the Executive Officer, Communications Branch) with
FCC and War Communications Board (JCS).

The functions of the Censorship Division shall be:

- (1) The collection and distribution to the appropriate branches and offices of OSS of all material arising from censorship sources.
- (2) Establishment of liaison with the Office of Censorship, both in Washington and in the field.

The functions of the Document Intelligence Division shall be:

The collection, from all possible sources, of personal documents and identity papers and similar documentary material used for travel or residence in enemy-occupied or neutral territories and providing samples of such documents and information regarding them to appropriate branches and offices of OSS.

35. Operational Group Command

The Operational Group Command shall be responsible for:

- (1) The selection and training of operational nuclei for the activation of resistance groups in carrying out guerrilla operations.
- (2) Furnishing fighting officer patrols to invasion commanders.
- (3) Coup de main.
- (4) Attacking selected targets.

36. Deputy Director - Strategic Services Operations

The Deputy Director - Strategic Services Operations shall be responsible for:

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- (1) Supervising and directing the activities of the Special Operations, Maritime Unit and Morale Operations Branches.
- (2) Coordinating the activities of the Operational Group Command with these branches.
- (3) Administrative direction of the Special Projects Office and Field Experimental Unit.

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37. [REDACTED]

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In accordance with the provision of paragraph 5 of the basic directive, the [REDACTED] shall be responsible for the planning of special operations and for the execution of approved special operations, including:

- (1) Sabotage, by training and employment of military or civilian personnel.
- (2) Organization and support of underground resistance groups.
- (3) Conduct of special operations not assigned to other Government agencies and not under the direct control of the theater or area commanders
- (4) Organization, equipment and training of such individuals or organizations as may be required for special operations not assigned to other Government agencies.

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38. [REDACTED]

shall be responsible for:

- (1) Planning, in conjunction with operational plans of SO, MO, SI, and the Operational Group Command, maritime operations to be carried on in the field

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- (2) Assisting the Office of Research and Development in the development for training and use in the field, and for training purposes in the United States, of such special equipment and supplies as may be necessary to carry out maritime operations.

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40. Special Projects Office

The Special Projects Office shall carry out special assignments and missions as approved by the Director, under the administrative direction of the Deputy Director - Strategic Services Operations,

41. Field Experimental Unit

The Field Experimental Unit shall engage in such activities as may be directed by the Director, under the

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administrative direction of the Deputy-Director - Strategic Services Operations.

42. Deputy Director - Administrative Services

The Deputy Director - Administrative Services shall be responsible for:

- (1) The formulation of policies and the organization and direction of administrative management of OSS, both in Washington and in the field.
- (2) The review as to nomenclature, form, budget and fiscal considerations, and other matters with which the Administrative Services Branches are concerned, of all organizational changes affecting OSS in any branch, office or other sub-division thereof.
- (3) Maintaining liaison (in conjunction with the Chief, Special Funds Branch when special funds matters are involved) with the Bureau of the Budget, the Treasury Department and the General Accounting Office.
- (4) Supervising and directing the activities of the following branches:
 - Budget and Procedures Branch - operation of the budget and procedures systems of OSS.
 - Procurement and Supply Branch - procurement and supply of materials, supplies, services, equipment and transportation (except overseas transportation of personnel).
 - Reproduction Branch - OSS reproduction and maintenance.

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Transportation Office - procurement of transportation overseas of all OSS personnel, maintaining necessary liaison with respect thereto, and acting as the channel for the transmission of all requests for overseas travel orders for Army personnel of OSS.

Office Services -- Mail and messenger service, courier service and civilian motor pool.

Finance Branch - Operation of the fiscal system of OSS, except in connection with Special Funds.

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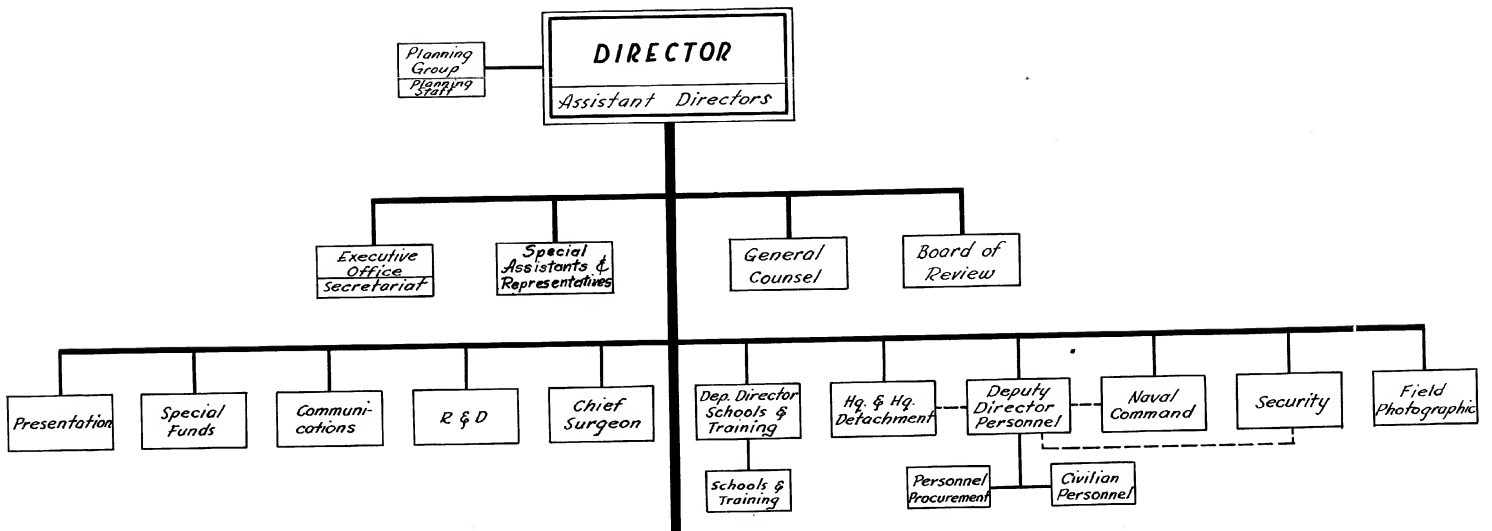
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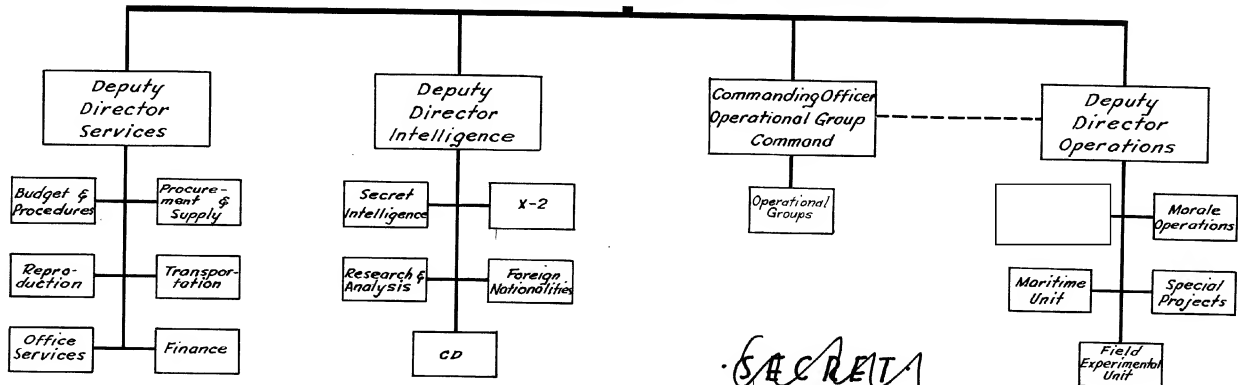
[] Revised, dated 26 May 1944, and the following supplements thereto are hereby rescinded: 5, 9, 14, 15, 17, 18, 20, 21, 22, 23, and 24.



William J. Donovan
Director

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